

Actas Urológicas Españolas (English Edition)

Guide for authors

- [Introduction](#)
 - [Introduction](#)
 - [Types of article](#)
 - [Contact details for submission](#)
 - [Language](#)
 - [Submission checklist](#)
- [Before you begin](#)
 - [Ethics in publishing](#)
 - [Studies in humans and animals](#)
 - [Informed consent and patient details](#)
 - [Declaration of interest](#)
 - [Declaration of generative AI in scientific writing](#)
 - [Submission declaration and verification](#)
 - [Preprints](#)
 - [Use of inclusive language](#)
 - [Reporting sex- and gender-based analyses](#)
 - [Authorship](#)
 - [Changes to authorship](#)
 - [Clinical trial results](#)
 - [Reporting clinical trials](#)
 - [Registration of clinical trials](#)
 - [Article Transfer Service](#)
 - [Copyright](#)
 - [Responsible sharing](#)
 - [Funding source](#)
 - [Open access](#)
 - [Elsevier Researcher Academy](#)
 - [Language](#)
 - [Submission](#)
 - [Submit your article](#)
 - [Suggesting reviewers](#)
 - [Additional information](#)
- [Preparation](#)
 - [Peer review](#)
 - [Double anonymized review](#)
 - [Use of word processing software](#)
 - [Article structure](#)
 - [Sections](#)
 - [Introduction](#)
 - [Material and methods](#)
 - [Results](#)
 - [Discussion](#)
 - [Conclusions](#)
 - [Appendices](#)
 - [Essential title page information](#)

- [Highlights](#)
- [Structured abstract](#)
- [Graphical abstract](#)
- [Keywords](#)
- [Abbreviations](#)
- [Acknowledgements](#)
- [Formatting of funding sources](#)
- [Units](#)
- [Footnotes](#)
- [Artwork](#)
- [Image manipulation](#)
- [Electronic artwork](#)
- [Color artwork](#)
- [Figure captions](#)
- [Tables](#)
- [References](#)
- [Citation in text](#)
- [Reference links](#)
- [Web references](#)
- [Data references](#)
- [Preprint references](#)
- [References in a special issue](#)
- [Reference management software](#)
- [Reference style](#)
- [Journal abbreviations](#)
- [Video](#)
- [Data visualization](#)
- [Supplementary material](#)
- [Research data](#)
- [Data linking](#)
- [Mendeley data](#)
- [After acceptance](#)
 - [Proofs](#)
 - [Offprints](#)
- [Author inquiries](#)
 - [Author Inquiries](#)

Introduction

Introduction

Actas Urológicas Españolas is an international journal dedicated to urological diseases and renal transplant. It has been the official publication of the Spanish Urology Association since 1974 and of the American Urology Confederation since 2008. Its articles cover all aspects related to urology.

Actas Urológicas Españolas, governed by the peer review system (double blinded), is published online in Spanish and English. Consequently, manuscripts may be sent in Spanish or English and bidirectional free cost translation will be provided. It has high visibility and accessibility and is found in the most important data bases, Medline/Pubmed, Emabase, JCR, Índice Médico Español, Índice bibliográfico Español en Ciencias de la Salud (IBECS), Cuiden, Dialnet, Hinari, Scopus, Google Scholar.

We suggest that articles by Spanish authors should comply with the general criteria of Law 14/2007, from 3rd July, for biomedical research (BOE n 159), which protects the rights of individuals who are subjects of research. Clinical assays should be registered with public databases prior to their initiation and patient recruitment, and only after approval of the institutional or regional Clinical Research Ethics Committee.

The authors should provide the archive number and database where the assay is registered. For all clinical assays that initiate patient recruitment as of 1 January 2017, registration in public databases will be mandatory. Assays with patient recruitment prior to this date may still be submitted to the Journal for evaluation.

Types of article

Any article submitted to this journal must follow the guidelines described in this author guide, so it is essential to consult it before submitting manuscripts.

FIRST PAGE

Regardless of the article type or journal section, authors must always include on the first page of the article, in addition to the title, authors, affiliations, and email addresses, statements regarding Ethical Considerations, Informed Consent, Funding, Conflict of Interest, the use of artificial intelligence, and Authorship. Declarations are required even if the author considers that none exist or are not applicable.

Ethical Considerations. Any article involving experiments with human subjects requires the author to declare that all procedures were conducted in accordance with the Declaration of Helsinki, relevant laws, and institutional guidelines. The reference number of the study's ethical committee approval must be included in Original Articles involving human experimentation. For Original Articles involving animal experimentation, compliance with the corresponding regulations must also be stated.

Declaration required in the sections Originals, Latest Advances in Surgery, and Resident Section.

Informed Consent. All articles that include patient data, photographs, or tests, whether anonymized or not, must include an explicit statement within the article body confirming that informed consent was obtained from the patient(s) for reproduction. It must be declared that no patient data appear in the article, or if they do, that such data do not violate patient privacy or confidentiality nor allow identification, and that informed consent has been obtained in any case. The privacy rights of human subjects must always be respected. Appropriate consents and permissions must be obtained when presenting one or more cases without experimentation, or when an author wishes to include personal details, other information, or images of patients or any other individuals in an Elsevier publication. The author must retain written consents and provide Elsevier with copies or proof of consent upon request. To avoid doubt, informed consent is always required in clinical cases, regardless of whether images are anonymized or not, including X-rays. Images accompanied by any patient data always require a declaration.

This declaration is mandatory in all sections except Editorials, Letters to the Editor, and Literature Reviews that do not include Clinical Cases.

Funding. The author must identify who provided financial support for the conduct of the research and/or preparation of the article and briefly describe the role of the sponsor(s), if applicable, in study design; data collection, analysis, and interpretation; manuscript writing; and the decision to submit the article for publication. If the funding source(s) did not have such involvement, this should be declared.

This is a mandatory statement in all sections. If there is no funding, the author must explicitly declare that none exists.

Conflict of Interest. Any existence of financial or personal relationships with other individuals or organizations that could have influenced the work must be specified, even if not directly related to the current manuscript. Examples of potential competing interests include employment, consultancy, stock ownership, honoraria, paid expert testimony, patent applications/registrations and other funding, as well as travel grants and participation in courses and conferences as a paid expert. If none of these conditions apply, the statement should read: "Declaration of interest: none." If a member of the Editorial Board contributes as an author to a manuscript submitted to the journal, the responsible editor must include in the conflict of interest section the following statement: "As ABC is a member of the Journal's Editorial Board, they have not participated in or had access to information regarding the review and acceptance process of the manuscript."

This declaration is always mandatory. There will be one declaration per participating author.

Use of Generative Artificial Intelligence in Scientific Writing. Any other use is not authorized. Please refer to the description later in these guidelines.

This is a mandatory declaration whenever AI is used.

- **Authorship.** Those listed as authors must have made substantial contributions. Changes to authorship or alterations in the order of authors cannot be made after manuscript submission without prior justification and approval by the Editor-in-Chief. Refer to the sections related to this matter described later in these guidelines.

BODY OF THE ARTICLE

Ethical Considerations and Informed Consent must also be declared beyond the first page in the case of experimentation involving animals or humans. If experiments are conducted with animals or human beings, certain declarations must be included within the manuscript, even if they are also required on the first page. These will always be declared in the Original Articles or Brief Original Articles (if included), regardless of whether the author considers that they do not exist or are not applicable.

Ethical Considerations and Informed Consent In the case of experiments with humans or animals, the author will declare in the Materials and Methods section of the original articles, brief original articles, or case series, if applicable, that the guidelines for Human and Animal Rights described in the "Ethics in Publishing" section of this author guide have been followed. Specifically, if experiments involve human subjects, authors will confirm that the research was conducted in accordance with the World Medical Association's Declaration of Helsinki, and in the case of animals, that the ARRIVE guidelines have been followed or that the research complies with the Laboratory Animal Use and Care Law and, when applicable, the Animal Welfare Law. Authors must also declare in the Materials and Methods (original or brief original) that they have obtained informed consent and approval from the Research Ethics Committee (CREC) or the relevant committee, without revealing data that could hinder blind review. Please note that the Spanish Law on Biomedical Research states that Ethics Committees for Research at each center must evaluate all biomedical research involving interventions on humans or the use of their biological samples.

All articles that include patient data, photographs, or tests, whether anonymized or not, must explicitly state within the body of the article that informed consent has been obtained from the patient(s) for reproduction. Appropriate consents and permissions must be obtained when presenting one or more cases without experimentation, or when an author wishes to include personal details, other information, or images of patients or any other individuals in an Elsevier publication. The author must retain written consent forms and provide Elsevier with copies of these forms or proof of consent upon request.

EDITORIAL. These are comments made on current topics or on articles published in the same issue. The maximum length of the manuscript will be 1,200 words, including up to 15 references. All editorials will be requested by the Journal's Editorial Board and should not be submitted without prior written approval. There may be an option for opposing or complementary editorials that present different perspectives on the addressed topic.

Editorial comments, previously solicited by the Journal's Editorial Board regarding some articles previously published, will also be published. These comments should be up to 250 words in length and include up to 6 bibliographic references, related to previously published articles.

ORIGINAL ARTICLE. Research works will be considered in the following fields of Urology: robotics, laparoscopy, basic research, clinical research, surgical techniques, imaging techniques, transplantation, oncology, endourology, urogynecology, quality of life, methodology, medical education, and history. Recommended study designs include analytical types such as cross-sectional surveys, longitudinal studies, case-control studies, cohort studies, and controlled trials. Controlled clinical trials must adhere to the CONSORT guidelines available at (<http://www.consort-statement>), and observational analytical studies

should follow the STROBE statement (<http://www.strobe-statement.org/>). Retrospective descriptive studies that do not include appropriate statistical treatment will not be accepted.

The maximum length of the manuscript text will be 2,500 words. Additionally, it should include: a structured abstract of no more than 250 words, containing 3-6 keywords; up to 30 bibliographic citations; figure legends; and tables. A maximum of 6 elements (figures and/or tables) per article will be accepted. Figures should be submitted in color, in separate files from the text, in TIFF format, at 300 dpi (never embedded in Word, PowerPoint, or similar files). The journal emphasizes brevity and clear writing in articles.

If your article is accepted, you may be asked to prepare a "graphical abstract" for it. Consult the instructions on how to prepare it, included in these author guidelines.

REVIEW. These are articles that systematically present, select, critique, and synthesize the relevant evidence related to well-defined questions about current topics in Urology (diagnostic uncertainties, therapeutic approaches, and prognostic issues). All Review Articles will be solicited by the Journal's Editorial Board. If an author wishes to write a review of this type, they must contact the Editorial Board directly and request it prior to submitting the manuscript. Preference will be given to systematic reviews and meta-analyses, which should follow the recommendations of the PRISMA statement (<http://prisma-statement.org/>).

Articles submitted in this format will be reviewed by the Editorial Board, members of the Journal's Editorial Committee, and other reviewers. The maximum length of the manuscript will not exceed 3,500 words and must be structured according to the sections described in these author instructions (Background, Objective, Evidence Acquisition, Evidence Synthesis, Conclusions), although the inclusion of additional sections deemed necessary by the author for a comprehensive understanding of the topic is allowed.

The abstract must be structured and contain a maximum of 250 words; 3-6 keywords should be included; up to 40 bibliographic references; figure legends; and tables as needed. A maximum of 10 elements (figures and/or tables) per article will be accepted. Figures should be submitted in color, as separate files from the text, in TIFF format, at 300 dpi (never embedded in Word, PowerPoint, or similar files). The journal emphasizes brevity, clarity, and high-quality writing.

If your article is accepted, you may be asked to prepare a "graphical abstract." Instructions on how to prepare it are included in these author guidelines.

LAST ADVANCES IN SURGERY. This section will consider works presenting new surgical techniques in Urology. The manuscript should conform in format to an original article. It must also address a specific current surgical issue. Essential requirements include a minimum of 10 patients who have undergone the procedure in question, with a minimum follow-up of 1 year for all patients.

The maximum length of the manuscript will be 2,500 words according to the sections described in these guidelines and will include: a structured abstract in Spanish of no more than 250 words, 3-6 keywords; up to 30 references; figure legends; and tables. It is advisable that the number of authors be limited to no more than six. Emphasis is placed on brevity, clarity, and good writing.

As this is an illustrative and demonstrative section of the journal, preference will be given to manuscripts that include images and explanatory sketches. Authors are encouraged to submit professional illustrations that depict the key steps of the surgical procedures.

Up to 6 figures and/or tables will be accepted per article. Figures should be submitted in color, as separate files from the text, in TIFF format, at 300 dpi.

The article must be accompanied by a video file in a dynamic image format, with royalty-free music and narrated in Spanish or English, illustrating the main steps of the technique. The video duration should be limited to a maximum of 10 minutes, demonstrating the surgical technique and its different technical steps, along with the necessary materials. Videos should be in mpg or avi format, with a file size not

exceeding 50 MB. The audio narration must be royalty-free. All cases must comply with patient privacy protection standards and have informed consent for online publication. This file will be available in the online version of the journal (<http://elsevier.com/acuro>).

Articles will be solicited by the Journal's Editorial Board. If an author wishes to write an article of this type, they must contact the Editorial Board directly and request it before submitting the manuscript. Articles submitted in this format will also be reviewed according to the Editorial Process and may be rejected.

CASE REPORTS. Description of one or more clinical cases of particular interest that contribute significantly to the understanding of the pathophysiology or other aspects of the anesthetic-surgical process or the critically ill patient. The maximum length of the text will be 1,750 words, excluding an unstructured abstract of 150 words and a maximum of 10 bibliographic references. The structure of these works will be the same as that of original articles and may include up to 4 tables and/or figures. Creating an infographic is optional. The recommended number of authors is four, although a maximum of six will be allowed.

LETTER TO THE EDITOR. Articles included in this section may express free opinions or comments related to recently published articles in the journal. They can provide a reply or complement to works published in *Actas Urológicas Españolas*. Letters must be signed individually (maximum two authors). The submitted text must not exceed 500 words in any case. Personal comments should be avoided. No abstract or keywords will be included. If images are necessary, only one per letter should be included, in color and TIFF format, at a minimum of 300 dpi. Letters should be accompanied by three bibliographic references.

RESIDENTS' SECTION. This section is reserved for original articles where the primary author is a resident or fellowship trainee. Authors must provide an official certification of their resident or fellow status when submitting an article for this specific section of the journal. This certification can be in the form of a letter on the official letterhead of the institution, signed by the department head, and attached as an additional file to the manuscript.

Manuscripts must adhere to the instructions for original articles (see above). The two best works published in this section during the calendar year will receive a special recognition at the AEU annual meeting.

SPECIAL ARTICLES. This section includes works carried out by Scientific Societies, Working Groups, or expert panels (Clinical Practice Guidelines, Consensus Conferences, Systematic Reviews) that review current topics in Urology. The maximum length of the text should not exceed 2,500 words (excluding the abstract, tables, and references). The maximum number of bibliographic references allowed is 80. Up to 4 tables and figures will be accepted (e.g., 3 tables and 1 figure). An unstructured abstract of approximately 150 words must be included, along with an English abstract. If the work is produced by different societies and aims for simultaneous publication in multiple journals, please contact the Journal Manager of this journal to receive all submission requirements. Among other things, the article will undergo peer review in only one journal; the published version must be identical across all journals, and a signed approval letter from each involved society must accompany the submission. *Actas Urológicas Españolas* will not accept secondary publications.

Contact details for submission

You can send your manuscript at <https://www.editorialmanager.com/acuro/>

Language

This journal is published in Spanish and in English language.

Submission checklist

You can use this list to carry out a final check of your submission before you send it to the journal for review. Please check the relevant section in this Guide for Authors for more details.

Ensure that the following items are present:

One author has been designated as the corresponding author with contact details:

- E-mail address
- Full postal address

All necessary files have been uploaded:

Manuscript

- Include keywords
- All figures (include relevant captions)
- All tables (including titles, description, footnotes)
- Ensure all figure and table citations in the text match the files provided; Indicate clearly if color should be used for any figures in print

Graphical Abstracts / Highlights files (where applicable)

Supplemental files (where applicable)

Further considerations:

- Manuscript has been 'spell checked' and 'grammar checked'
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- A competing interests statement is provided, even if the authors have no competing interests to declare
- Journal policies detailed in this guide have been reviewed

For further information, visit our [Support Center](#).

Before you begin

Ethics in publishing

Please see our information on [Ethics in publishing](#).

Studies in humans and animals

If the work involves the use of human subjects, the author should ensure that the work described has been carried out in accordance with [The Code of Ethics of the World Medical Association](#) (Declaration of Helsinki) for experiments involving humans. The manuscript should be in line with the [Recommendations for the Conduct, Reporting, Editing and Publication of Scholarly Work in Medical Journals](#) and aim for the inclusion of representative human populations (sex, age and ethnicity) as per those recommendations. The terms [sex and gender](#) should be used correctly.

The author should ensure that the manuscript contains a statement that all procedures were performed in compliance with relevant laws and institutional guidelines and have been approved by the appropriate institutional committee(s). This statement should contain the date and reference number of the ethical approval(s) obtained. Authors should also include a statement in the manuscript that informed consent was obtained for experimentation with human subjects. The privacy rights of human subjects must always be observed.

The journal will not accept manuscripts that contain data derived from unethically sourced organs or tissue, including from executed prisoners or prisoners of conscience, consistent with recommendations by [Global Rights Compliance on Mitigating Human Rights Risks in Transplantation Medicine](#). For all studies that use human organs or tissues authors must provide sufficient evidence that they were procured in line with [WHO Guiding Principles on Human Cell, Tissue and Organ Transplantation](#). The source of the organs or tissues used in clinical research must be transparent and traceable. Authors of manuscripts describing organ transplantation must additionally declare within the manuscript:

1. that autonomous consent free from coercion was obtained from the donor(s) or their next of kin; and
2. that organs/tissues were not sourced from executed prisoners or prisoners of conscience.

All animal experiments should comply with the [ARRIVE guidelines](#) and should be carried out in accordance with the U.K. Animals (Scientific Procedures) Act, 1986 and associated guidelines, [EU Directive 2010/63/EU for animal experiments](#), or the National Research Council's [Guide for the Care and Use of Laboratory Animals](#) and the authors should clearly indicate in the manuscript that such guidelines have been followed. The sex of animals must be indicated, and where appropriate, the influence (or association) of sex on the results of the study.

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Declaration of interest

All authors must disclose any financial and personal relationships with other people or organizations that could inappropriately influence (bias) their work. Examples of potential competing interests include employment, consultancies, stock ownership, honoraria, paid expert testimony, patent applications/registrations, and grants or other funding. Authors must disclose any interests in two places:

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2. Detailed disclosures as part of a separate Declaration of Interest form, which forms part of the journal's official records. It is important for potential interests to be declared in both places and that the information matches. [More information](#).

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Submission declaration and verification

Submission of an article implies that the work described has not been published previously (except in the form of an abstract, a published lecture or academic thesis, see '[Multiple, redundant or concurrent publication](#)' for more information), that it is not under consideration for publication elsewhere, that its publication is approved by all authors and tacitly or explicitly by the responsible authorities where the work was carried out, and that, if accepted, it will not be published elsewhere in the same form, in English or in any other language, including electronically without the written consent of the copyright-holder. To verify compliance, your article may be checked by [Crossref Similarity Check](#) and other originality or duplicate checking software.

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Use of inclusive language

Inclusive language acknowledges diversity, conveys respect to all people, is sensitive to differences, and promotes equal opportunities. Content should make no assumptions about the beliefs or commitments of any reader; contain nothing which might imply that one individual is superior to another on the grounds of age, gender, race, ethnicity, culture, sexual orientation, disability or health condition; and use inclusive language throughout. Authors should ensure that writing is free from bias, stereotypes, slang, reference to dominant culture and/or cultural assumptions. We advise to seek gender neutrality by using plural nouns ("clinicians, patients/clients") as default/wherever possible to avoid using "he, she," or "he/she." We recommend avoiding the use of descriptors that refer to personal attributes such as age, gender, race, ethnicity, culture, sexual orientation, disability or health condition unless they are relevant and valid. When coding terminology is used, we recommend to avoid offensive or exclusionary terms such as "master", "slave", "blacklist" and "whitelist". We suggest using alternatives that are more appropriate and (self-) explanatory such as "primary", "secondary", "blocklist" and "allowlist". These guidelines are meant as a point of reference to help identify appropriate language but are by no means exhaustive or definitive.

Reporting sex- and gender-based analyses

Reporting guidance

For research involving or pertaining to humans, animals or eukaryotic cells, investigators should integrate sex and gender-based analyses (SGBA) into their research design according to funder/sponsor requirements and best practices within a field. Authors should address the sex and/or gender dimensions of their research in their article. In cases where they cannot, they should discuss this as a limitation to their research's generalizability. Importantly, authors should explicitly state what definitions of sex and/or gender they are applying to enhance the precision, rigor and reproducibility of their research and to avoid ambiguity or conflation of terms and the constructs to which they refer (see Definitions section below). Authors can refer to the [Sex and Gender Equity in Research \(SAGER\) guidelines](#) and the [SAGER guidelines checklist](#). These offer systematic approaches to the use and editorial review of sex and gender information in study design, data analysis, outcome reporting and research interpretation - however, please note there is no single, universally agreed-upon set of guidelines for defining sex and gender.

Definitions

Sex generally refers to a set of biological attributes that are associated with physical and physiological features (e.g., chromosomal genotype, hormonal levels, internal and external anatomy). A binary sex categorization (male/female) is usually designated at birth ("sex assigned at birth"), most often based solely on the visible external anatomy of a newborn. Gender generally refers to socially constructed roles, behaviors, and identities of women, men and gender-diverse people that occur in a historical and cultural context and may vary across societies and over time. Gender influences how people view themselves and each other, how they behave and interact and how power is distributed in society. Sex and gender are

often incorrectly portrayed as binary (female/male or woman/man) and unchanging whereas these constructs actually exist along a spectrum and include additional sex categorizations and gender identities such as people who are intersex/have differences of sex development (DSD) or identify as non-binary. Moreover, the terms "sex" and "gender" can be ambiguous--thus it is important for authors to define the manner in which they are used. In addition to this definition guidance and the SAGER guidelines, the [resources on this page](#) offer further insight around sex and gender in research studies.

Authorship

All authors should have made substantial contributions to all of the following: (1) the conception and design of the study, or acquisition of data, or analysis and interpretation of data, (2) drafting the article or revising it critically for important intellectual content, (3) final approval of the version to be submitted.

Changes to authorship

Authors are expected to consider carefully the list and order of authors **before** submitting their manuscript and provide the definitive list of authors at the time of the original submission. Any addition, deletion or rearrangement of author names in the authorship list should be made only **before** the manuscript has been accepted and only if approved by the journal Editor. To request such a change, the Editor must receive the following from the **corresponding author**: (a) the reason for the change in author list and (b) written confirmation (e-mail, letter) from all authors that they agree with the addition, removal or rearrangement. In the case of addition or removal of authors, this includes confirmation from the author being added or removed.

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In line with the position of the International Committee of Medical Journal Editors, the journal will not consider results posted in the same clinical trials registry in which primary registration resides to be prior publication if the results posted are presented in the form of a brief structured (less than 500 words) abstract or table. However, divulging results in other circumstances (e.g., investors' meetings) is discouraged and may jeopardise consideration of the manuscript. Authors should fully disclose all posting in registries of results of the same or closely related work.

Reporting clinical trials

Randomized controlled trials should be presented according to the CONSORT guidelines. At manuscript submission, authors must provide the CONSORT checklist accompanied by a flow diagram that illustrates the progress of patients through the trial, including recruitment, enrolment, randomization, withdrawal and completion, and a detailed description of the randomization procedure. The [CONSORT checklist and template flow diagram](#) are available online.

Registration of clinical trials

Registration in a public trials registry is a condition for publication of clinical trials in this journal in accordance with [International Committee of Medical Journal Editors](#) recommendations. Trials must register at or before the onset of patient enrolment. The clinical trial registration number should be included at the end of the abstract of the article. A clinical trial is defined as any research study that prospectively assigns human participants or groups of humans to one or more health-related interventions to evaluate the effects of health outcomes. Health-related interventions include any intervention used to modify a biomedical or health-related outcome (for example drugs, surgical procedures, devices, behavioural treatments, dietary interventions, and process-of-care changes). Health outcomes include any biomedical or health-related measures obtained in patients or participants, including pharmacokinetic measures and adverse events. Purely observational studies (those in which the assignment of the medical intervention is not at the discretion of the investigator) will not require registration.

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